

SANITATION AUTHORITY MINUTES



TOWN OF GATE CITY SANITATION AUTHORITY
April 14, 2025
156 East Jackson Street, Gate City, VA 24251
6:00 PM

I. CALL TO ORDER

Chairperson, Jo Ann Castle called the meeting to order at **6:00 PM**

II. ROLL CALL – Town Clerk – Kristie Tipton

	PRESENT:	ABSENT:
Chairperson, Vacant		X
Vice-Chair, Jo Ann Castle	X	
Board Member, Kevin Barnett	X	
Board Member, Daris Hartsock	X	
Board Member, Vacant		X
Town Attorney, Michele Brooks	X	
Town Manager, Greg Jones	X	

Others present: None

*******Meeting Was Cancelled – Quorum Was Not Met*******

III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATIONS OF OATHS AND INTRODUCTION OF GUESTS.

IV. CONSENT AGENDA

Approval of agenda
Motion made to approve the agenda.

Motion by: _____ 2nd by: _____
VOTE: Aye
Nay
Absent
Abstain

V. APPROVAL OF MINUTES

Motion made to approve the minutes of the Sanitation Authority Meeting from October 7, 2024.

Motion by: _____ 2nd by: _____
VOTE: Aye
Nay
Absent
Abstain

VI. APPROVAL OF PAYMENTS

Motion made to approve payment of bills for January, February, and March 2025.

Motion by: 2nd by:

VOTE: Aye
Nay
Absent
Abstain

VII. COMMUNICATIONS -

VIII. PUBLIC COMMENT -

IX. UNFINISHED BUSINESS -

X. NEW BUSINESS

1. Called Meeting May 12th, 2025 – Public Hearing
Motion made to

Motion by: 2nd by:

VOTE: Aye
Nay
Absent
Abstain

2. Public Hearing May 12th, 2025 – Public Hearing
Motion made to

Motion by: 2nd by:

VOTE: Aye
Nay
Absent
Abstain

3. Called Meeting June 9th, 2025 – Adopt Budget & Transfer of Funds
Motion made to

Motion by: 2nd by:

VOTE: Aye
Nay
Absent
Abstain

4. Chairperson Jan Meade Letter of Resignation
Motion made to

Motion by: 2nd by:
VOTE: Aye
Nay
Absent
Abstain

5. Board Member Bob Richards Letter of Resignation
Motion made to

Motion by: 2nd by:
VOTE: Aye
Nay
Absent
Abstain

6. Appoint: Vice-Mayor Kevin Barnett to the board.

Motion made to
Motion by: 2nd by:
VOTE: Aye
Nay
Absent
Abstain

XI. CLOSED SESSION

Motion made for Sanitation Authority to enter into closed session to discuss 1.) Legal issues with PSA.

Motion by: 2nd by:
VOTE: Aye
Nay
Absent
Abstain

Vice-Chairperson, Jo Ann Castle, opened the closed session at PM

• RETURN FROM CLOSED SESSION

Motion made for Sanitation Authority to return from closed session.

Motion by:
2nd by:
VOTE: Aye
Nay
Absent
Abstain

PM

CERTIFICATION OF CLOSED MEETING – Read by: Town Attorney Michele Brooks

WHEREAS, the Gate City Sanitation Authority has convened a Closed Meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-7312 of the Code of Virginia requires a certification by the Sanitation Authority that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED, that the Gate City Sanitation Authority hereby certifies that to the best of each member's knowledge, (1) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification applies and (2) only such business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Gate City Sanitation Authority.

ROLL CALL VOTE: Aye:
Nay:
Absent:
Abstain:

- **MOTIONS FROM CLOSED SESSION:**

XII. OTHER BUSINESS

XIII. ADJOURN

Motion made for Sanitation Authority to adjourn to next quarterly meeting, July 7, 2025.

Motion by: _____ 2nd by: _____

VOTE: Aye
 Nay
 Absent
 Abstain

Vice-Chairman, Jo Ann Castle, adjourned the meeting at PM

Jo Ann Castle – Vice-Chairman

Town Clerk – Kristie Tipton